

1. The first step in the process is to identify the problem or issue that needs to be addressed. This involves gathering information and understanding the context of the problem.

2. Once the problem is identified, the next step is to define the objectives and goals of the project. This helps to clarify what needs to be achieved and provides a clear direction for the team.

3. The third step is to develop a plan or strategy to address the problem. This involves breaking down the problem into smaller, manageable tasks and determining the resources needed to complete each task.

4. The fourth step is to implement the plan. This involves assigning tasks to team members, setting deadlines, and monitoring progress to ensure that the project is on track.

5. The final step is to evaluate the results of the project. This involves comparing the actual outcomes against the objectives and goals to determine the success of the project and identify areas for improvement.

Scott L. Jarrett

3623

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INTERFERENCE SEARCHED			
Class	Subclass	Date	Examiner

SEARCH NOTES (INCLUDING SEARCH STRATEGY)		
	DATE	EXMR
EAST Keyword: general electric, genworth, document management, image solution, june martin, documentum, opentext, process	2/10/2005	SJ
EAST Keyword: process mapping, FEMA, PDPC, six sigma, paperless	2/10/2005	SJ
Google Keyword: paperless office, six sigma	2/10/2005	SJ
IBM Redbooks Keyword: document management, image solutions, paperless office, six sigma	2/10/2005	SJ
ProQuest Keyword: document management, image solutions, paperless office, six sigma	2/10/2005	SJ
Amazon.com Keyword: paperless office, document management, imaging solution	2/10/2005	SJ